

**Charter Transition Team Meeting
February 28, 2008
4:30 PM
Library Conference Room, 6th Floor**

Attendance:

Members: Legislator Gary Bischoff, Chairman
 Legislator Jon Decker
 Legislator Wayne Harris – *excused*
 Legislator Phil Terpening
 Dr. Gerald Benjamin, SUNY New Paltz
 Marianne Collins, SUNY Ulster
 Louis Klein, Attorney - *excused*
 Arthur Smith, Deputy County Administrator - *excused*
 Bea Havranek, County Attorney's Office – *excused*

Staff: Legislative Office – Meg Dellay
 Treasurer's Office – Adele Reiter

Public: Lee Cane, Tom Kadgen, Renee Sachs – LWV
 Emily Johnson – LWV & Youth Bureau
 Edward Lewis – Youth Bureau
 Allan Wikman

Highlights:

- 1. Administrative Code**
- 2. Informational Meeting Report**
- 3. Letters – State Reps**
- 4. Financial Organization**
- 5. Other**

Gary Bischoff opened the meeting at 4:31pm.

1. Administrative Code – In Bea's absence, Meg handed out Article X, Department of Personnel and Article XI, Department of Social Services and reviewed the highlighted areas with comment boxes.

The following points arose for Personnel:

- Residency requirement (p.49, A10-1, A) – Jerry Benjamin confirmed it is required by state law that the Personnel Director/Officer be a resident of the county.
- Reports (A10-1, C) – similar for each department. Bea also added to be filed with “the State Civil Service Commission” per state law.
- Deputy Personnel Director (A10-2) – similar for each department.

The following points arose for Social Services:

- Powers & Duties (p.50, A11-1, B) – Jerry questioned whether we wanted to put restrictions or regulations in the code (“the NYS Code of Rules and Regulations

related there to”). Members agreed to remove if not necessary, but first check with Bea.

- Accounting for moneys (p.50, A11-1, D) – the subcommittee highlighted in italics a section for review. There was discussion about best practices. A concern was raised about an interpretation that any received funds would only be required to be turned over to Commissioner of Finance once per month. The committee wanted to make it clear that the accounting is to be done once per month, but money should be turned in as soon as received. There was a motion by Jerry Benjamin with Phil Terpening second. To insert “*The Commissioner of Social Services shall pay to the Commissioner of Finance all moneys received by him or her as soon as practicable, but in no event later than the rendering of the next monthly statement.*” Passed by unanimous vote.
- Rules and regulations (p.51, E) – Gary wondered about the necessity of this paragraph. Suggest Bea take a look at again. If not necessary, remove.

2. Informational Report – Gary reported on the first in a series of Informational Meetings held February 7, 2008 in the Chambers to review with Legislators and the public the Administrative Code thus far. Gary stated attendance was underwhelming. About a third of the Legislators participated, along with members of the Charter Transition Team, County staff, and members of the League of Women Voters. Gary thought a better understanding of the process was accomplished with the aid of a power point presentation created by Eric Stock. Some good questions were raised.

Marianne Collins wondered if the Legislature can vote on parts of the law. Need to check with Bea about this possibility. Perhaps even have them sign off on completed sections of the Code to provide a track record.

Jerry thought it smart to get Legislators to pay attention but not sure about them signing off on sections. Better to send sections in follow-up emails and create a regular communication record.

Jon Decker suggested a schedule or short time calendar to be drawn up.

Gary suggested putting the Admin Code on the Charter web site. Meg preferred not, since it is a working document and constantly changing.

It was finally decided to send all Legislators:

- 1) A follow-up email to the February Informational Meeting, including an attachment of the Administrative Code and Power Point Presentation.
- 2) Periodic email updates (at least monthly) of subsequent additions to the Administrative Code.
- 3) A time table and schedule to be prepared by next meeting.

3. State Reps Letters – Copies of a response letter from Governor Spitzer to Assemblyman Kevin Cahill re request for charter expenditure reimbursement was distributed. Also, another letter from Senator John Bonacic addressed to Laura

Anglin, Director, Division of the Budget, requesting consideration for charter money in any budget amendment proposals.

4. Financial Organization – Gary asked Adele Reiter if she would take a look at the more stringent requirements for the financial organization, such as space, personnel, etc. Perhaps a meeting with staff from the Administrator's Office, Auditing and Treasurer's Office would be helpful. Gary will set up a meeting with the new Auditor, Robert Wenzel, to begin the process.

5. Other – Jerry reported he continues to lobby Lloyd Constantine, principle advisor to Governor's Efficiency and Local Government Commission, for charter money.

Since Legislator Jon Decker expressed an interest in joining the Transition Team, Legislator Peter Loughran agreed to step down.

Gary adjourned meeting at 5:37pm.

Date of next meeting is Tuesday, March 25, 2008 at 4:30pm.

Respectfully submitted:

Meg E. Dellay

Assistant to Charter Transition Team